

John Paul College Policy

**POLICY ON COMMUNICATION WITH THE
PARENT/CAREGIVER COMMUNITY**

RATIONALE

Students' learning and development is best effected by a partnership between parents/caregivers and staff. The better informed parents are about the progress of their child, the more they will be able to assist.

PURPOSES

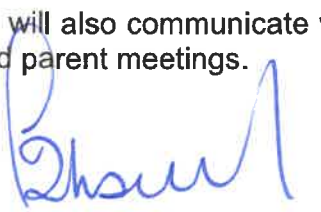
1. To engage parents/caregivers and staff in ongoing dialogue on the educational policy and practices of the College.
2. To enable parents/caregivers/staff to better understand student learning.
3. To inform parents/caregivers of students' progress. This includes reporting to parents on national standards for literacy and numeracy.
4. To encourage interaction between parents/caregivers/staff on a student's progress.
5. To increase parental understanding of assessment procedures.

GUIDELINES

1. Reporting will cover areas of spiritual, social, emotional, physical and academic development. In 2011 this will include reporting against standards in reading, writing and numeracy.
2. All parents/caregivers will be given the opportunity to meet with staff for formal interviews at least twice a year and at the form level information meetings. Parents/caregivers are encouraged to communicate with the College at any time.
3. Students should be actively involved in the process of reporting to parents by attending parent/caregivers/staff interviews.
4. All staff are encouraged to contact parents/caregivers when the need arises.

5. Parents have access to their child's progress through the parent portal of Kamar including attendance and academic progress.
6. Parents are advised of teacher's individual email addresses and voicemail numbers and are encouraged to use them.
7. Teachers, Form Teachers and Deans regularly contact parents to acknowledge success and to notify of concerns. The Deputy Principal and Faculty Head invite parents to celebrate achievement and to note missed assignments.
8. In some circumstances informal communication may be more effective than written communication and will promote a feeling of mutual responsibility for the progress and development of the student.
9. Parents/caregivers are welcome to offer suggestions regarding students' achievement and reporting. If there is a concern they are welcome to contact the College.
10. The College communicates weekly with parents/caregivers via the College Newsletter.
11. Parents/caregivers are expected to respond to communications they receive from the College regarding their son/daughter.
12. The school encourages and welcomes offers of expertise, resources or assistance from parents/caregivers eg. offers of job possibilities for school leavers.
10. The College will also communicate with parents through a Whanau group and Pacific Island parent meetings.

Ratified by Board



 30.07.2018

Signed for B.O.T Chair

Date 2018

Next Review

Signed for B.O.T

2021